

# Nonresident ATV Trail Pass (5-Day)

ATV trail passes are located under the **Quick Sale** button and do not require you to enter the customer's search criteria. Select the [Quick Sale](#) button on the Sales Home page.

The screenshot shows the 'Sales Home' page. At the top, there is an 'Attention' banner stating: 'A state park sticker will be mailed to Conservation Patron license buyers shortly after purchase.' Below this is a 'Customer Search' section with four input fields: 'DL ID', 'Customer Number', 'Social Security Number', and 'Foreign Customer Search'. To the right of these fields is a green button labeled 'Scan Wisconsin ID or DNR Customer Number' and a blue button labeled 'Quick Sale'. A red arrow points from the 'Attention' banner down to the 'Quick Sale' button. Below the 'Quick Sale' button is a 'View Details' link.

Select the 5-Day ATV Trail Pass from the Products catalog. Read the description to make sure you have the item the customer is requesting. Here are a few tips:

- Ask the customer where the machine is registered
- Trail Passes are not issued based on the customer's residency, but on where the machine is registered.
- ATVs and UTVs registered in WI do not need a trail pass, only snowmobiles do.

Products		
Product Name	Description	Price
5-Day ATV Trail	Allows the ATV/UTV to be operated on designated AT...	\$20.00

The next screen will ask you to enter the Begin date that the customer would like to use it. The pass is good for 5 consecutive days starting with that date. Select Add to Cart and continue.

The screenshot shows the '5-Day ATV Trail' product page. It includes a description: 'Allows the ATV/UTV to be operated on designated ATV/UTV trails and frozen waterways for five consecutive days. Issued for an ATV/UTV not registered in Wisconsin. Pass must be carried with the operator at all times.' The price is listed as '\$20.00'. Below the price is a 'Begin Date Required' field with a calendar icon. The date '09-01-2016' is entered in the field. At the bottom are 'Cancel' and 'Add To Cart' buttons.

A nonresident Trail pass will ask for the Vehicle [Make](#) and [Model](#) as shown below...

The screenshot shows the '5-Day ATV Trail' product page. It includes a description: 'Enter the make and model of the recreational vehicle this trail pass is being purchased for. Non-resident trail passes are required for ATVs, UTVs, and snowmobiles not registered with the Wisconsin DNR.' Below the description are two input fields: 'Vehicle Make' with the value 'Polaris' and 'Vehicle Model' with the value 'Sportsman'. Red arrows point to both input fields. At the bottom are 'Back' and 'Continue' buttons.

The shopping cart will show the pass and the price to collect from the customer. It will list the dates that the pass is valid for them to operate. If anything is not correct, select remove and then keep shopping to go back and select the correct pass. Otherwise hit Checkout if correct.

### Shopping Cart

[Remove all from cart](#)

5-Day ATV Trail	\$20.00
Valid From 9/1/2016 - 9/5/2016	
Forms: <a href="#">Non-resident trail pass</a>	
<a href="#">Remove</a>	
Subtotal: \$20.00	

[Keep Shopping](#) [Checkout](#)

Note: Because of the temporary nature of this pass, the customer will not receive a registration decal in the mail. They will operate only on the paper receipt you print for them.